

Regional Basemap Committee

Minutes

Thursday ~ June 13, 2019 ~ 10:00 A.M.

Washoe County Administrative Complex

Building C, Room C220

Technology Services Large Conference Room

1001 East Ninth Street, Reno, Nevada

MEMBERS

Quinn Korbolic, Chair, Washoe County
Jon Walker, Vice-Chair, City of Sparks
Valerie Johnson, City of Reno
Rob Cushing, NV Energy

Alternates

Nicholas Connolly, City of Reno
Sean Chambers, City of Sparks
Rebecca Reid, NV Energy
Gary Zaepfel, Washoe County

1. CALL TO ORDER AND ROLL CALL [Non-action item]

Chair Korbolic called the meeting to order at 10:05 a.m. A quorum was established.

PRESENT:

City of Reno	Valerie Johnson (primary) Nicholas Connolly (alternate) arrived 10:11 a.m.
City of Sparks	Jon Walker (primary) arrived 10:11 a.m.
NV Energy	Rob Cushing (primary)
Washoe County	Quinn Korbolic (primary) Gary Zaepfel (alternate) arrived 10:11 a.m.

ABSENT: Sean Chambers (City of Sparks); Rebecca Reid (NV Energy)

Deputy District Attorney Stephan Hollandsworth was also present.

2. PUBLIC COMMENTS [Non-action item]

There were no public comments.

3. APPROVAL OF MARCH 14, 2019, MEETING MINUTES [For possible action]

There were no public or Board comments.

It was moved by Member Johnson, seconded by Chair Korbolic, to approve the March 14, 2019, minutes, as submitted. The motion carried unanimously.

4. BASEMAP COMMITTEE FUND UPDATE [Non-action item] – An informational update on the Basemap Committee fund.

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Chair Korbolic, Washoe County, reviewed the Basemap Committee Fund Summary dated June 13, 2019, noting brisk data sales (~\$40,000) which have made up for one previous subscriber choosing not to participate this fiscal year.

- 5. REQUEST FOR PROPOSAL, DIGITAL ORTHOPHOTOGRAPHY AND ELEVATION DATA –** [For discussion only] – An informational update and discussion of the Request for Proposals for multi-year digital orthophotography and elevation data acquisition flights in 2019 and subsequent years.

Chair Korbolic, Washoe County, reviewed the staff report presented to the Board of County Commissioners May 21, 2019, at which time the Board approved the multi-year contract with Pictometry International to provide orthophotography, oblique imagery and 2-foot contour products. The total cost of the contract, \$999,765, will be split between the Assessor’s Office and the Basemap fund, pending agreement, and spread over six fiscal years.

	FY19	FY20	FY21	FY22	FY23	FY24	Total
First Project	\$ 53,041.25	\$ 125,666.25	\$ 178,707.50				\$ 357,415.00
Second Project			\$ 160,587.50	\$ 160,587.50			\$ 321,175.00
Third Project					\$ 160,587.50	\$ 160,587.50	\$ 321,175.00
Total	\$ 53,041.25	\$ 125,666.25	\$ 339,295.00	\$ 160,587.50	\$ 160,587.50	\$ 160,587.50	\$ 999,765.00

[10:11 a.m. – Jon Walker, Nicholas Connolly, and Gary Zaepfel arrived]

In response to Member Johnson’s question, Chair Korbolic indicated the first flight was targeted for the fall. The \$197,438.56 Fund Balance noted in Item 4 reflects the first year, FY19 Signing amount, deducted; the previous balance was ~\$218,000.

- 6. USE OF BASEMAP FUNDING FOR ORTHOIMAGERY ACQUISITION** [For possible action] – A review, discussion, and possible action to approve use of Basemap Committee funds for the contract with Pictometry International, approved by the Board of County Commissioners on May 21, 2019, for the acquisition of Orthophotography and elevation data.

Chair Korbolic, Washoe County, indicated this item was to formalize the use of Basemap funds for half of the contracted amount discussed in Item 5.

It was moved by Member Johnson, seconded by Member Walker, to approve the use of Basemap funding for orthophotography acquisition. The motion carried unanimously with no further discussion or public comment.

- 7. BASEMAP COMMITTEE MEMBERSHIP REVIEW PROCESS** [For possible action] – A review, discussion and possible action to approve the process, as presented by Washoe County, to accept and approve new members to the Basemap Committee.

Chair Korbolic, Washoe County, presented a draft New Member Application for review and comment. According to the Interlocal, new membership applications are to be reviewed by

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Washoe County who will then make a recommendation to the Committee. Member Johnson suggested adding contact information (email, phone). It was suggested that the Interlocal be shared with the applicants, possibly with a link provided on the form.

Nicholas Connolly, City of Reno, suggested clarifying that the Basemap Committee would be the deciding body, not Washoe County. Member Johnson suggested adding information about what the applicant could expect next in terms of steps and review time.

Member Johnson moved to approve the application with the suggested changes including modifying the first paragraph to read as: “Under the agreement, Washoe County Technology Services will review the information provided below and make a recommendation to the Regional Basemap Committee to approve or reject the application. The Regional Basemap Committee meets on a quarterly basis and you will be contacted with the date your application will be reviewed.” Member Walker, City of Sparks, seconded the motion. With no further discussion or public comment, upon vote, the motion carried unanimously.

- 8. REGIONAL BASEMAP COMMITTEE MEMBER OR STAFF ANNOUNCEMENTS, REQUESTS FOR INFORMATION, AND SELECTION OF TOPICS FOR FUTURE AGENDAS** [Non-action item] – No discussion among committee members will take place on this item. The next scheduled meeting is set for Thursday, September 12, 2019, at 10:00 a.m.

Nicholas Connolly, City of Reno, requested a change to the agenda membership block to distinguish between primary and alternate members and to list the agency represented.

- 9. PUBLIC COMMENT** [Non-action item]

There were no public comments.

- 10. ADJOURNMENT** [Non action item]

Chair Korbolic adjourned the meeting at 10:26 a.m.

Approved in session December 12, 2019.